

**THE MSUNDUZI MUNICIPALITY**

**CONTRACT No. SCM 15-R OF 24/25**

**APPOINTMENT OF A SOUTH AFRICAN CIVIL AVIATION AUTHORITY APPROVED  
SECURITY COMPANY TO RENDER AVIATION SECURITY SERVICES AT THE  
PIETERMARITZBURG AIRPORT**

**TENDER NOTICE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Service Providers for the above works for a period of three (3) years.

Tender documents will be made available to tenderers from **14h00 on Friday, 13 June 2025**.

Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury eTender Publication Portal on [www.etenders.gov.za](http://www.etenders.gov.za).

Printed copies of the tender documents shall also be available from the Supply Chain Management Unit Offices, 5<sup>th</sup> Floor, A S Chetty Centre, 333 Church Street, Pietermaritzburg, as from the abovementioned date and time, at a non-refundable tender deposit fee of **R1,264.62 (including VAT)** for each document drawn. Only cash or EFT payments will be accepted.

For any technical related enquiries, please contact Mbuso Ndlela (PMB Airport) on direct Telephone No. 078 071 1464 or e-mail address [Mbuso.ndlela@msunduzi.gov.za](mailto:Mbuso.ndlela@msunduzi.gov.za).

For any procurement related enquiries, please contact Vuyani Msimang (Supply Chain Management Sub-Unit) on direct Telephone No. 033 – 392 2807 or e-mail address [vuyani.msimang@msunduzi.gov.za](mailto:vuyani.msimang@msunduzi.gov.za).

A **compulsory** Tender Briefing Meeting will be held at **10h00 prompt on Friday, 27 June 2025, at the Pietermaritzburg Airport departure lounge; 2 Pharazyn Way, Oribi Road; Pietermaritzburg, 3201**. Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer queries raised by prospective Tenderers. ***Tenderers arriving at the meeting after the stipulated starting time above will be disqualified. Further, all Tenderers attending the meeting must be in possession of a tender document failing which the Tenderer shall be disqualified.*** Only one representative per Contracting Company will be allowed to attend the above meeting

Tenders must be submitted both in hard copy and on CD/USB Flash Drive contained in sealed envelopes and marked with “**SCM 15-R OF 24/25**” and the **Contract Description** must be placed in the Tender Box located at the Msunduzi Municipality's Central Stores, 2 Abattoir Road (off Kershaw Street), Pietermaritzburg, 3201 (coordinates -29.6126297; 30.3610014), not later than **12h00 on Tuesday, 15 July 2025**, when they will be publicly opened. Only tenders placed in the Tender Box shall be accepted.

**Tender Validity Period:** Four (4) months commencing from the closing date of tender.

**Tender Adjudication/Evaluation Criteria:** Tenderers meeting the Mandatory Requirements of the tender shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Point System in accordance with the Msunduzi Municipality's Supply Chain Management Policy (incorporating Preferential Procurement) as prescribed in terms of the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act, Act No. 5 of 2000, including Chapter 4 of the Public Procurement Act No. 28 of 2024. The Functionality for Stage One shall be evaluated on the following criteria:

Functionality Criteria Description	Max Points
<b><u>Current and Previous Related Projects – Aviation Security Related :</u></b>	<b>(20)</b>
1. 1 – 3 Projects	5
2. 4 – 5 Projects	10
3. 6 – 10 Projects	15
4. More than 10 Projects	20
<b>Total Functionality Points:</b>	<b>20</b>
<b>Threshold to Qualify for Stage Two</b>	<b>75% (15 Points)</b>

The allocation of Preference Points will be according to the following Specific Goals:

Specific Goals	Description	Maximum Points
Black Owned Enterprise (BOE)	Black Owned Enterprise (BOE) in this context refers to a “black-owned enterprise” with at least 51% South African black ownership and/or more than 51% management control by South African black people	10
Location of a Business Enterprise	Business location is defined as a place or structure occupied by a firm or enterprise to run its operations. This includes any structure or establishment used in conducting a business within the <b>Msunduzi Municipality jurisdiction</b>	10
<b>Total Preference Points (Specific Goals)</b>		<b>10</b>

Tenderers The Msunduzi Municipality does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of a tender. Each tenderer will be informed of the tender result.

The Msunduzi Municipality expects businesses within the Pietermaritzburg and Midlands Region to support its contract and BEE/SMME initiatives.

**MRS NM. NGCOBO (ACTING MUNICIPAL MANAGER)**